

SDMS Document ID



2031008

Version 7/03

APPLICATION FOR
FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED 07/28/04	Applicant Identifier
Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: Libby Area Technical Assistance Group		Organizational Unit: Department: N/A	
Organizational DUNS:		Division:	
Address: Street: PO Box 53		Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: Ms First Name: Cheryl	
City: Libby		Middle Name: Ann	
County: Lincoln		Last Name: Fox	
State: MT Zip Code: 59923		Suffix:	
Country: U.S.A.		Email: cheryl@libby.org	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 81-0371498		Phone Number (give area code): 406-293-3333 Fax Number (give area code): 406-293-5334	
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) 0 Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 56-806		9. NAME OF FEDERAL AGENCY: U.S. Environmental Protection Agency	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Libby, Lincoln County, State of Montana		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Technical Assistance at the Libby Superfund Site	
13. PROPOSED PROJECT Start Date: 10/01/02 Ending Date: 09/31/05		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 1 (MT) b. Project 1 (MT)	
15. ESTIMATED FUNDING: a. Federal \$ 50,000 .00 b. Applicant In-Kind \$ 12,500 .00 c. State \$.00 d. Local \$.00 e. Other \$.00 f. Program Income \$.00 g. TOTAL \$ 62,500 .00		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
a. Authorized Representative			
Prefix: Mrs. First Name: Gayla		Middle Name:	
Last Name: Benefield		Suffix:	
b. Title: President		c. Telephone Number (give area code): 406-293-5535	
d. Signature of Authorized Representative: <i>Gayla Benefield</i>		e. Date Signed: 07/27/04	

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Technical Advisory	66-806	\$	\$	\$ 41,000.00	\$	\$
2. Grant Admin.	66-806			9,000.00		
3.						
4.						
5. Totals		\$	\$	\$ 50,000.00	\$	\$

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$ -0-	\$	\$	\$	\$
b. Fringe Benefits	-0-				
c. Travel	-0-				
d. Equipment	-0-				
e. Supplies	-0-				
f. Contractual	-0-				
g. Construction	-0-				
h. Other In-Kind Donations				12,500.00	
i. Total Direct Charges (sum of 6a-6h)	-0-				
j. Indirect Charges	-0-				
k. TOTALS (sum of 6i and 6j)	\$ -0-	\$	\$	\$	\$
7. Program Income	\$	\$	\$ 50,000.00	\$ 12,500.00	\$

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. In-Kind Donations	\$ 12,500.00	\$	\$	\$
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 12,500.00	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS					
13. Federal	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
	\$ 50,000.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
14. Non-Federal					
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Technical Assistance Program	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: \$50,000.00 plus matching \$12,500.00 = \$62,500.00	22. Indirect Charges:
23. Remarks:	

OMB Approval No. 0348-0040

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

OBJECT CLASS CATEGORIES DETAIL BREAKDOWN

[Note: Please indicate any pre-award costs with an star (*)]

[Federal share plus **Match share]

a. PERSONNEL

Position - Recipient Staff Only	Estimated Hour (FTEs)	Salary (Hourly Rate)	Amount
Grant Administrator	750	\$12,00.00	\$9,000.00
Technical Advisor (1)	320	\$25,00.00	8,000.00
Technical Advisor (2)	660	\$50,00.00	33,000.00
Total Personnel Cost			\$50,000.00

b. Fringe Benefits

Base	-0-
Rate	X -0-
Total Fringe Benefits Cost	-0-

c. Travel

In-State (Example)

Purpose	Destination	No. Days	No. Staff	Miles	Rate	Cost
						-0-
						-0-
						-0-
						-0-
						-0-

Out-State

Purpose	Destination	No. Staff	No. Days	Per Diem	Lodging	Cost
						-0-
						-0-
						-0-

Total Travel Cost	-0-
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d. Equipment

Item	Number	Cost Per Unit	Total
			-0-
Total Equipment Cost			-0-

e. Supplies

List supplies by groups (Office, Laboratory, etc.)	Cost
	-0-
Total Supplies Cost	-0-

f. Contractual

List each planned contract or type of service to be procured.	Cost
	-0-
f. Total Contractual Cost	-0-

g. Other (Operating, Consultant, Subgrantee, etc)

Items	Cost
	-0-
Total Other Cost	-0-

h. In-Kind

Sample
Volunteers \$12 hr. Engineer \$12/hr. @ \$120 BIA \$1,440
Donated Space \$550/mon 12 mons @ \$550/mon Owned by Tribe \$6,660

Item/Service	Market Value	Use Calculations	Source	Total
In-Kind				\$12,500.00
Total In-Kind Cost				\$12,500.00

i. Total Direct Cost (a through h) (Include Match Funds)	\$62,500.00
j. Indirect Cost: *** (Rate: %)	
k. Total Proposed Costs:	\$62,500.00
Federal Funds Requested: 80 % Recipient Share 20 %	

Example****Guide for Calculating Recipient Match**

Federal Share / .95 = Total Project Cost

$$\$50,000 / .95 = \$52,632$$

Total Project Cost - Federal Share = Match

$$\$52,632 - \$50,000 = \$2,632$$

*****Guide for Calculating Indirect Cost**

Total Project Cost 1 + Indirect Cost Rate = Total Direct Cost

$$\$52,632 \div 1.111 = \$47,373$$

Total Project Cost - Total Direct Cost = Indirect Cost

$$\$52,632 - \$47,373 = \$5,259$$

Check: \$47,373 X 1.11 = \$5,259

ADDITIONAL APPLICATION INFORMATION**Authorized Representative**Mrs. Gayla Benefield

(Name)

President

(Title)

406-293-5535406-293-5535

(Telephone and FAX Number)

gaylab@libby.org

(E-Mail Address)

Administrative ContactCheryl Fox

(Name)

Grant Administrator

(Title)

406-293-3333406-293-5334

(Telephone and FAX Number)

cheryl@libby.org

(E-Mail Address)

Fiscal Contact (Person responsible for preparing Financial Status Report & Payment Request)Cheryl Fox

(Name)

Grant Administrator

(Title)

406-293-3333406-293-5334

(Telephone and FAX Number)

cheryl@libby.org

(E-Mail Address)

MBE/WBE (Person responsible for preparing the MBE/WBE Utilization Report (EPA Form 5700-52A))Cheryl Fox

(Name)

Grant Administrator

(Title)

406-293-3333406-293-5334

(Telephone and FAX Number)

cheryl@libby.org

(E-Mail Address)

Two Year Work/Operating Plan 2004-2005

Libby Area Technical Assistance Group, Inc. Under Grant to United States Environmental Protection Agency

Introduction

The Libby Area Technical Assistance Group, Inc. (LATAG) applied for and received a United States Environmental Protection Agency Technical Assistance Grant in March 2003, and has functioned under that grant since.

In June of 2003, the LATAG awarded a Technical Advisor's Contract to Mr. Gordon Sullivan dba/ Focal Point Inc.

In March of 2003 many of the board positions of the LATAG became open and over the following were filled with community leaders, a testament to the potentially powerful voices of the LATAG within the community of the Libby Superfund Site.

The new board of directors conducted business under the existing grant and has recorded several successful endeavors as their involvement in community participation grew and matured.

As one off their early directives the new board of the LATAG through sub contract with their Technical Advisor outlined a training process which is designed to assist the board in their commitment to community service under the EPA Grant. The first introductory phase of that training took place in early April with the assistance of members of the grant administration staff of the EPA and the second leg of the training continued on July of 2004 when the board outlined its obligations and responsibilities as a 501C board and its accountability to the community it serves.

At the same time the following Draft Operating Plan was presented to the board by the Technical

"Two Year Work Plan" was agreed upon and accepted by the board during training.

Libby Area Technical Assistance Group, Inc Mission Statement

Insert:

Two Year Operating Plan

Assisted by the accepted LATAG *Policy and Procedures* and with the direction of the LATAG contracted Technical Advisor, the full board accepts the following list of directives to be gainfully worked upon by the board or its assignees over the next two operating years covering the time between July 2000 to June 2005 when a replacement work plan will be drafted and presented to the full board for its consideration. During quarterly training sessions the board will review the content and purpose of the Work Plan and at that time offer addendums or changes to the assigned directives should those become necessary during the course of doing business under the accepted work plan.

Community Comment:

In June of 2004, the LATAG completed a Draft Community Response Document" which addresses in detail a number of concerns the board has relating to the EPA Response Plan and Technical memorandum released by the EPA in December 2003.

The draft response document was reviewed and read by each board member and their comments were included in the document by the contracted Technical Advisor and the draft document was accepted as complete on July 26, 2004.

A number of directives flow from the presentation and completion of the LATAG.

2004 Community Response Document community comment which include:

Finalize the Community Response Document and formally present to the EPA Region Eight for its response.

Stimulated by the concerns outlines in the Community Response Document engage in a proactive discussion conducted on a formal basis with the EPA managers and support personnel to address each of the concerns set forth in the LATAG document.

Provide leadership for the EPA and its contractors as to the community's concerns over cleanup standards, assessed risk, budget utilization, operations and maintenance and the future of the Libby Asbestos Site.

Put into place a formal process by which the member of the Libby Community can, through the LATAG, bring their concerns forward to the EPA managers in order to have their voices heard at a decision making level.

Continue to function as a technical response for the Libby community with regards to operations at the Libby Asbestos Site.

Continue to operate at the highest level with regard to public involvement and participation in EPA and Volpe Center decision making.

On a regular basis prepare and present response documents to the EPA addressing the Libby Community's concerns, recommendations and observations relating to the cleanup process underway within the community.

Read and respond to all EPA documents, reports, technical memorandums produced for release within the Libby Asbestos Site.

Proactive Engagement in the establishment and implementation of a new Risk Assessment Model specific to Libby Amphibole Asbestos.

Prepare an initial response document outlining the Libby community and LATAG understanding about the present risk assessment tools employed at the Libby Asbestos Site.

Present a response document to EPA risk managers prior to the LATAG's attendance at the scheduled "Risk Assessment" meetings to be held in Region Eight offices of EPA in Denver. Prepare a formal interaction between the Center for Asbestos Related Disease (CARD) and the LATAG as it relates to existing cancer numbers and cancer types.

Include CARD information as baseline information in support of LATAG present and future positions on risk assessment.

Chair and educate "LATAG Risk Assessment Team" prior to attendance at the Denver meetings.

Prepare and present a followup response to the findings associated with risk assessment and prepare for the furtherance of LATAG education either by outside consultation or with the help of the risk assessment management team at Region Eight.

Review and make formal response to any and all publically released information produced by the EPA that in any way relates to assessment of risk on the Libby Asbestos Site.

Engage in a formal and meaningful dialogue with EPA managers relating to the subject of risk assessment.

If necessary engage a professional outside scientific consultant or list of scientific consultants that will assist the Libby Community and the LATAG in its understanding of EPA risk assessment.

If necessary employ the services of an outside consultant that might will further evaluate the extent of cleanup work preformed at the Libby Asbestos Site in the event the community suspects material is left in place that will heighten the potential or future or present exposure and therefore the overall risk associated with the EPA process. If necessary employee the profession services of a management consultant firm that might address the overall expenditure of funds to ensure funds are going to direct cleanup as opposed to unnecessary overhead or design.

Through the comprehensive understanding of the EPA process of risk assessment and management prepare a public communication and education program relating to the findings.

Continue to promote and attend meetings relating to risk assessment either sponsored by the EPA or other outside agencies.

Public Communications and Education on technical matters surrounding the Libby Asbestos Site.

Through its contract with the incumbent Technical Advisor, the LATAG board will put into place a serviceable Communications Division under the oversight of a sub chairperson from the board. The communications sub chairperson will serve in an advisory capacity to the contracted Technical Advisor in matters of public communication and will therefore assist in the contractor's deliverables. The Technical Advisor will let a Technical Subcontract and assign specific duties to the selected sub contractor.

The sub contractor will answer to the Technical Advisor and will be awarded specific

task hours in which to accomplish assigned work. Such work will include:

Development of a consistent news article to appear in the two local newspapers on a regular basis and addressing technical information about the Libby Asbestos Site and its cleanup process.

Develop a series of public power point presentations on technical subjects involving either work in progress or risk assessment.

Edit and review all technical documents produced by the Technical Advisor over the course of his/her contract.

Prepare an informative and interactive Web Site addressing technical subjects surrounding either the cleanup process or the advancement of risk assessment.

Proof and place a series of technical feature articles designed for magazines, newspapers etc relating to the cleanup process underway in Libby.

Work with the Technical Advisor on the development of a long term communications plan that will follow the project to Operations and Maintenance.



Ms. Gayla Benefield, Chairperson LATAG

Date:

July 26, 2004